

FPO / Collection Center Name: _____

Date: ____/____/202____

Commodity & Grade: _____

Standard Plastic Crate Tare Weight: _____ kg (e.g., 1.80 kg)

Slip #	Farmer Name & Village	Mobile / Member ID	No. of Crates	Gross Wt (kg)	Crate Tare (kg)	Rot / Foreign Matter (kg)	Net Accepted Wt (kg)	Gate Rate (₹/kg)	Net Payable (₹)	UPI UTR / IMPS Ref / Cash	Grower Sign
1											
2											
3											
4											
5											
6											
7											
8											
9											
10											
11											
12											
13											
14											
15											
DAILY TOTALS (CARRY TO SHEET 2 MASS-BALANCE)								—	₹	Verified By: _____	

CHAPTER 3 STOP-RULE ON WEIGHBRIDGE INTEGRITY:

Weigh every crate on a valid Stamping-Department-sealed digital platform scale in full view of the grower. Deduct only the actual plastic crate tare (1.8 kg) and physically separated rot handed back to the farmer—never apply an arbitrary percentage "dharta" or "karda" deduction.

SHEET 2: END-OF-DAY MASS-BALANCE & WORKING-CAPITAL CASHBOX RECONCILIATION

Mandatory daily reconciliation before locking the collection shed · Prevents unexplained shrinkage and working-capital leakage

<https://the-missing-step.pages.dev>

Date: ___/___/202__ Buyer / Mandi Truck Reg. No.: _____ Dispatch Challan / e-Way Bill No.: _____ Departure Time: _____ AM/PM

A. Physical Commodity Mass-Balance Check	Weight (kg)	Crates (Nos.)	Operator Verification Rule & Notes
1. Opening Stock in Shed / Cold Room (06:00 AM)			Verified against yesterday's closing crate count
2. (+) Total Net Accepted Kg Purchased Today (From Sheet 1)			Must match sum of Column 8 on Sheet 1
3. (=) Total Available Stock to Account For (1 + 2)			
4. (-) Net Weight Loaded on Buyer / Mandi Truck			Attach buyer weighbridge slip / gate pass copy
5. (-) Closing Stock Held in Cold Room / Shed Tonight			Physical crate count × average crate weight
6. (=) Unexplained Transit / Floor Shrinkage (3 - 4 - 5)			STOP-RULE: If Row 6 ÷ Row 3 exceeds 1.5%, halt buying until scale & loading are audited.

B. Working-Capital Cash & Bank CC Limit Reconciliation	Amount (₹)	Bank / Cashbook Reference
1. Opening Cash-in-Hand + FPO Current/CC Account Balance		Bank Account / OD Limit Available at 06:00 AM
2. (+) Buyer Remittances Received Today (RTGS / NEFT / UPI)		Buyer Name & UTR No.: _____
3. (-) Total Same-Day Payouts to Farmers Today (Sheet 1 Total)		UPI/IMPS Payouts: ₹_____ Cash Vouchers: ₹_____
4. (-) Daily Shed Expenses (Loader Labour, Ice, Packing Twine, Power)		Voucher Nos.: _____
5. (=) Closing Cash-in-Hand + Bank Balance (1 + 2 - 3 - 4)		Physical cash counted in presence of two FPO signatories
6. Receivables Pending from Buyers (> 48 Hours Overdue)		STOP-RULE: Do not dispatch a second truck to any buyer with an unpaid invoice > 72 hours old.

Center Operator Signature: _____

FPO Accountant / Secretary Signature: _____

Board Director / SHG Auditor Sign: _____